



CONVENE: Chair Scott Austin convened the Regular Meeting of the Monrovia Planning Commission on Wednesday, August 10, 2022, at 7:30 p.m. in the City Council Chambers, 415 South Ivy Avenue, Monrovia, California. In attendance were Community Development Director Craig Jimenez, Planning Division Manager Sheri Bermejo, Associate Planner Teresa Santilena, and Assistant City Attorney Chelsea Straus.

PLEDGE OF ALLEGIANCE: Chair Austin led the pledge of allegiance.

ROLL CALL: In attendance were Commissioners Rose, Schaeffler, Shieff, Stehura, Vice-Chair Brooke, and Chair Austin. Commissioner Vachani joined the meeting at 7:43 p.m.

APPROVAL OF MINUTES: It was moved by Commissioner Stehura, seconded by Commissioner Austin to approve the minutes of the June 15, 2022 meeting. The motion carried with a unanimous voice vote. Commissioner Vachani was excused as he was not present for this agenda item.

REORGANIZATION: Community Development Director Craig Jimenez provided an overview of the Planning Commission reorganization process for the election of a new Chair and Vice Chair as well as appointments to the Board of Appeals and Art in Public Places Committee for the 2022-2023 fiscal year.

Following discussion, it was moved by Commissioner Shieff, seconded by Commissioner Schaeffler to elect Vice-Chair Brooke as Chair and Commissioner Vachani as Vice-Chair for the 2022-2023 fiscal year. The motion carried with a 6-0 vote. Commissioner Vachani was excused as he was not present for this agenda item.

Board of Appeals Appointment: Community Development Director Craig Jimenez provided an overview of the Board of Appeals.

Following discussion, no action was taken to appoint new Commissioners. Commissioners Austin, Schaeffler, and Vachani agreed to continue to serve during the 2022-2023 fiscal year.

Art in Public Places Committee Appointment: Community Development Director Craig Jimenez provided an overview of the Art in Public Places Committee.

Following discussion, it was moved by Commissioner Shieff, seconded by Commissioner Schaeffler to reappoint Commissioner Shieff to the Art in Public Places Committee for the 2022-2023 fiscal year.

PUBLIC INPUT:

1. Neighborhood and Business Services Division Manager Justin Edson and Neighborhood Services Program Coordinator Aleks Menasakanian provided a report on the 2022 Monrovia Area Partnership (MAP) Leadership Academy.

PUBLIC HEARINGS:**PH-1 Tentative Tract Map No. 83832 TTM2022-0002, Conditional Use Permit CUP2022-0009, Minor Exception ME2022-0015, and Minor Exception ME2022-0016
427 West Palm Avenue, Gil Mars, Bowden Development, Inc., Applicant**

Chair Brooke and Commissioner Shieff recused themselves from the meeting agenda item as they had a conflict of interest.

Associate Planner Teresa Santilena presented the staff report and answered questions of the Planning Commission regarding the proposed landscape plan, the maintenance of off-street parking, and the light posts near the alley.

Acting Chair Austin opened the public hearing.

Public Input:

1. Todd Bowden, of Bowden Development Inc., thanked staff and provided an overview of the project. He noted that the existing Craftsman home could have become a demolition project, but instead it is being restored and incorporated into the new multi-family project. He agreed to all of the recommended conditions of approval and stated that he was open to using an alternative ground cover instead of turf in the landscape plan given current water conservation needs.
2. Steve Young, Monrovia resident, spoke with concerns regarding the proposed lighting in the alleyway and the use of the same paint color on all of the units.
3. Dawna Freire, Monrovia resident, spoke with concerns about an increased number of cars using the street for parking during construction and alleyway repairs; and alterations made to the existing Craftsman home.
4. Todd Bowden, of Bowden Development Inc., agreed to remove the lighting from the posts in the alley. He also indicated that the porch areas that were removed from the Craftsman home were not original to the home.

Acting Chair Austin closed the public hearing as there was no one else present and no written comments had been received.

The Planning Commission discussed various aspects of the application and asked additional questions of staff regarding parking restrictions on Palm Avenue and enforcement of garage and guest parking through CC&Rs. The Planning Commission discussed modifying Condition of Approval # 14 and Condition of Approval #17b (Data Sheet 1) to eliminate the use of lighting on the north property line wall that is adjacent to the alley and to allow the use of alternative landscape materials instead of turf, respectively.

The Planning Commission made the following changes to the conditions of approval:

Data Sheet 1, Condition 14 was amended to read:

“Plans showing all exterior lighting shall be submitted to the Planning Division for review prior to building permit issuance and no exterior lighting shall be installed without the approval of the Planning Division Manager. All exterior lighting shall be designed, arranged, and installed so as

to confine direct rays onto the premises and to direct light away from adjacent structures. No lighting shall be installed on the north property line fencing adjacent to the alley.”

Data Sheet 1, Condition 17 was amended to read:

“A Landscape and Irrigation Plan prepared by a Landscape Architect shall be submitted to the Planning Division for plan check showing the size, type, and location of all planting areas and shall incorporate the Tree Retention Plan and the following conditions of approval:

- a. Additional mature landscaping shall be planted along the west property line to provide additional screening to the adjacent residential neighborhood.
- b. Landscaping shall be a combination of 24” and 36” box trees, shrubs, groundcover, and approved alternatives to turf.
- c. All landscaping shall be maintained by a permanent automatic irrigation sprinkler system.
- d. Any unimproved City right-of-way contiguous with the property shall be landscaped by the Applicant and incorporated into the required landscape plan.
- e. Hardscape improvements, including decorative paving for driveways and walkways shall be provided in common areas.”

Following discussion, it was moved by Commissioner Schaeffler, seconded by Commissioner Stehura, to approve TTM2022-0002, CUP2022-0009, ME2022-0015, and ME2022-0016 with the amended conditions. The motion carried with a 5-0 vote.

Community Development Director Jimenez stated for the record that the actions of the Planning Commission may be appealed to the City Council if filed in writing within ten days.

Chair Brooke and Commissioner Shieff rejoined the meeting.

COMMUNITY DEVELOPMENT DIRECTOR REPORT:

- Assistant City Attorney Chelsea Straus and Community Development Director Jimenez provided a presentation on “Bricks and Mortar: Rules of Order.”

REPORTS/ANNOUNCEMENTS FROM COMMISSIONERS: None.

ADJOURNMENT: Chair Brooke adjourned the meeting at 8:52 p.m.

APPROVED:

ATTEST:

Darrell Brooke, Chair
Monrovia Planning Commission

Craig Jimenez, AICP, Secretary
Monrovia Planning Commission